

# ***QMP and QSP ETS AGR CHECKLIST***

## **The following documents are required for ETS & REFRAD**

- ERB
- DA 4187 (Separation date 90 days out LTC or above signature/GS13 or equivalent)
- DA 31 (Approved Transition leave with control number)
- Current DD 93 / SGLI
- Current assignment order (Format 452 or 440)
- First and current enlistment contract (DD 4/1, DD 4/2 series/extension or Format 198)
- Current promotion order
- Initial AGR assignment order w/any amendments (Format 174)
- DD Form 2648 (Pre-Separation counseling)
- DA 5691-R Request for reserve component assignment orders (If soldier is eligible to be assigned to a specific unit -not IRR (QSP selectees))
- Last DD-214